

CLAIMS

1. A method of managing a project, comprising steps of:
  - providing a set of templates, each of the templates corresponding to respective tasks of the project to be performed;
  - 5 performing steps of the project in accordance with the templates; and
  - recording information specified in the templates, during the project.
2. The method of claim 1, wherein the step of providing a set of templates comprises a step of:
  - 10 selecting a set of templates from among a plurality of sets of default templates.
3. The method of claim 1, wherein substantially all of the project is performed using the templates.
- 15 4. The method of claim 1, wherein the project includes a step of planning development of a good to be sold commercially.
5. The method of claim 1, wherein the project includes a step of implementing an information technology project within an organization.
- 20 6. The method of claim 1, wherein
  - the performing step includes a step of designing a product; and
  - one or more of the templates is populated with design information, in advance of performing the designing step.
- 25 7. The method of claim 1, wherein the step of providing a set of templates comprises a step of providing templates pre-populated with information for use in the project.
8. The method of claim 1, wherein one or more of the templates includes information
  - 30 specifying a confidence factor for a respective activity for the template.

9. The method of claim 1, wherein the step of recording comprises a step of storing the information in a field of the template.

10. A method of implementing a project, comprising steps of:

- 5           generating a set of electronic templates, each template corresponding to a respective task for the project;  
              retrieving respective templates in conjunction with performance of the respective tasks;  
              using the templates to manage the project.

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11. The method of claim 10, wherein the generating step comprises steps of:

- providing default templates; and  
              modifying the default templates to customize them for the project.

15   12. The method of claim 11, wherein the step of modifying comprises steps of:

- retrieving information from previously completed projects;  
              using the retrieved information to determine modifications to the default templates.

20   13. The method of claim 12, wherein the step of modifying further comprises a step of:  
              automatically modifying default templates based on performance in past projects.

14. The method of claim 10, wherein the generating step comprises a step of:  
              providing question-and-answer prompts to assist in completing one or more tasks.

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15. The method of claim 10, wherein the using step comprises a step of:  
              automatically suggesting content for one or more deliverables identified in at least one of the templates.

30   16. The method of claim 10, wherein the generating step comprises a step of:  
              assigning a confidence factor to each of a plurality of the tasks.

17. The method of claim 16, wherein the using step comprises a step of:  
modifying one of the confidence factors during performance of its respective task.
- 5 18. The method of claim 16, further comprising a step of:  
determining an aggregated confidence factor, based on confidence factors of a plurality of the tasks.
19. The method of claim 16, wherein the using step comprises steps of:  
10 retrieving information for a group of the tasks; and  
identifying areas of risk for the project, based on the retrieved information.
20. The method of claim 10, wherein the generating step comprises a step of:  
identifying proof points for a plurality of the tasks.
- 15 21. The method of claim 10, wherein the generating step comprises a step of:  
assigning dependency links among the tasks.
22. The method of claim 21, wherein the using step comprises a step of:  
20 automatically updating templates based on changes to information in tasks that are identified in the dependency links.
23. The method of claim 22, wherein the dependency link identifies a successor task.
- 25 24. The method of claim 22, wherein the dependency link identifies a predecessor task.
25. The method of claim 10, wherein the generating step comprises a step of:  
identifying success factors for each of a plurality of the tasks.
- 30 26. The method of claim 25, further comprising a step of evaluating the success factors for each of a plurality of the tasks.

27. The method of claim 25, further comprising a step of automatically evaluating a success factor for a task, in response to submission of a template corresponding to the task.

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28. The method of claim 10, wherein the using step comprises a step of:  
electronically recording feedback information for future projects.

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29. The method of claim 10, wherein the generating step comprises a step of:  
linking feedback information to one or more of the templates.

30. The method of claim 10, wherein the generating step comprises a step of:  
linking respective reference material to each of a plurality of the templates.

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31. The method of claim 10, wherein the generating step comprises a step of:  
assigning a respective automated alert criterion to each of a plurality of the tasks.

32. The method of claim 10, wherein each of the templates has the same format.

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33. A system for managing a project, the system comprising:  
means for electronically generating templates, each of the generated templates  
corresponding to one or more project tasks and including information about performance  
of the respective task or tasks;

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means for specifying dependencies among the templates; and  
means for updating the templates during the project.